LDSS Profile Report: Data Sources & Notes

(Version 3/2/2023)

The purpose of this document is to provide relevant contextual information for graph and table visualizations found in the LDSS Profile Report. The contents are now visualized in a Power BI report format for easier access to multiple years of data in one report.

The **LDSS Profile Report** contains a snapshot of each of the 120 local departments of social services (LDSS). The report contains locality-specific information about the following:

- Agency characteristics – e.g., agency size, region, level of IT support, type of agency board
- Clients and households (cases) receiving public assistance benefits and child and adult welfare services
- Benefit Program applications – number of applications received and disposed (processed)
- Local agency spending – For program benefits, services, and administration
- Local staffing – number of filled and vacant positions
- Community characteristics – population estimates, non-marital and teen birth rates, poverty rates, and households struggling to meet basic living needs ("ALICE households").

The main benefit of visualizing the data in Power BI is that the user can view data for all available years in one source. It is not necessary for the user to open a different (Excel) file to see last year's data. Another change is that most administrative data populating these reports are coming directly from the Data Warehouse that stores copies of the VDSS case management system (e.g., VaCMS, OASIS, LETS) tables.

The LDSS Profile Report was designed and developed by the VDSS Office of Research and Planning and the Data Warehouse team. Questions or Comments? Send an email to ORP (research@dss.virginia.gov).

Loading errors or errors in the report? Send an email to the VITA Virginia Customer Care Center (VCCC) at vccc@vita.virginia.gov. Include "Error in LDSS Annual Profile Report" in the subject header. Ask that the ticket be routed to the DSS-ITS-DATAWAREHOUSE. Describe the error or problem in as much detail as possible. If available, attach screenshots of the error. The report developers in the Data Warehouse will investigate the problem and respond to your inquiry.

Opening the Reports

Click here to visit the Home Page of the LDSS Profile Report. The home page will look similar to the image below. It will include a brief overview of the contents of the LDSS Profile Report at the top.
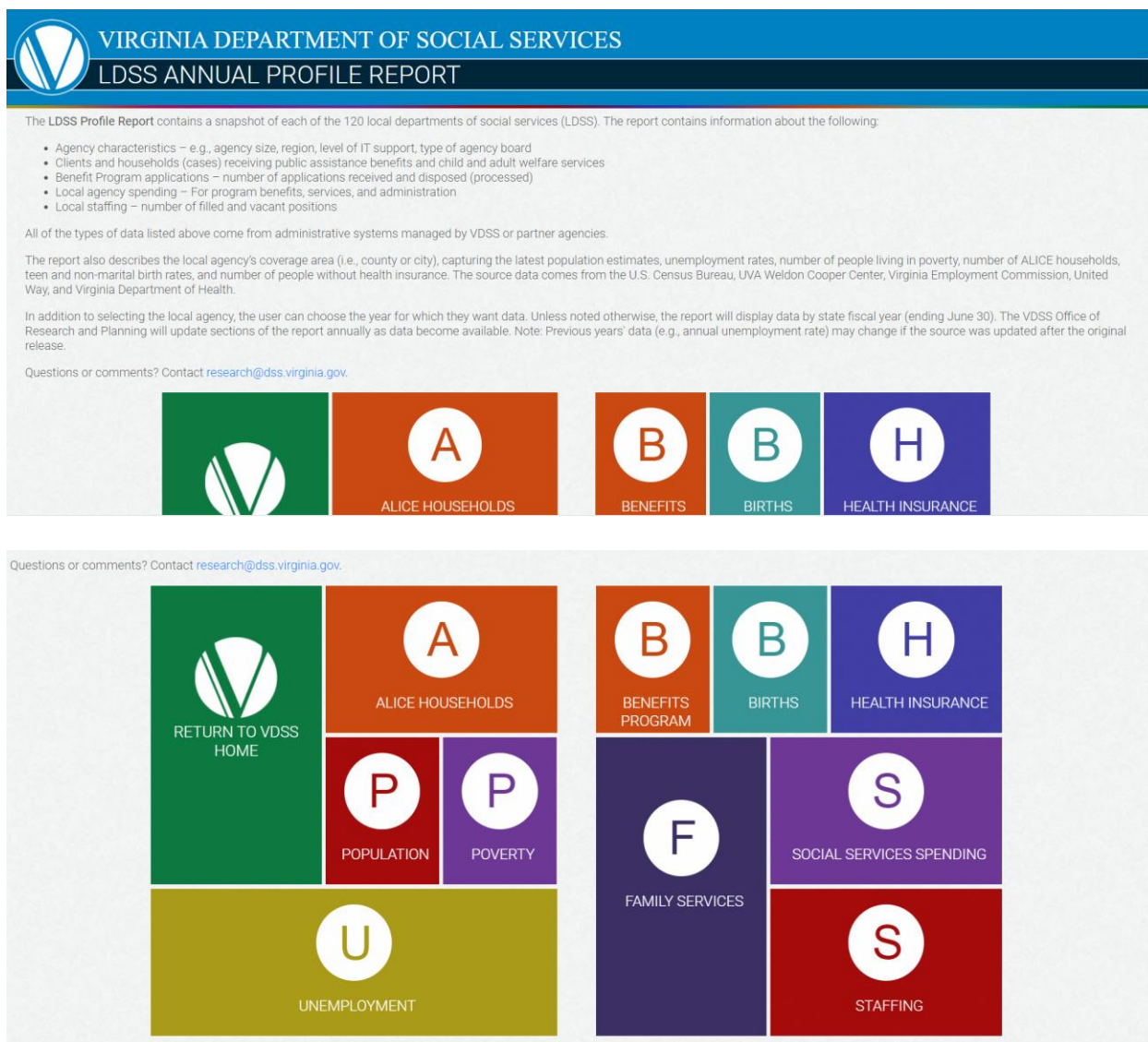
To open a particular set of reports, click any of the colored boxes (e.g., ALICE Households). Each box is linked to a specific Power BI report; you will be redirected to a new page that opens the report you selected. It may take 1-2 minutes to fully load the Power BI report you selected.

Selecting Locality and Year

On each report, the user can make a selection based on Year as well as Locality in the drop-down lists placed on the right side of the report. The user can only select one year and one locality at a time.

The Latest Available Year will be displayed on the header (see illustration below).

The agency characteristics (FIPS, Region, Agency Level, HR Policy, IT Support, and type of Agency Board) are pre-populated when the user makes a Locality selection. The VDSS Division of Human Resources provides this information. Combined agencies, like Chesterfield/Colonial Heights and Alleghany/Covington, will show the combined FIPS. Statistics pertain to the agency's entire jurisdiction, not just those of the primary county or city.

Using your mouse, hover over a data point to view data values in bar charts and line graphs.
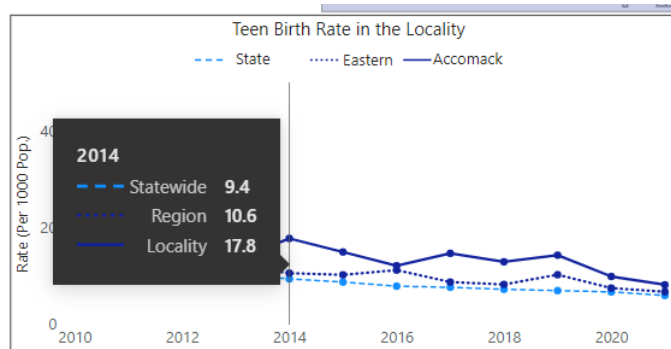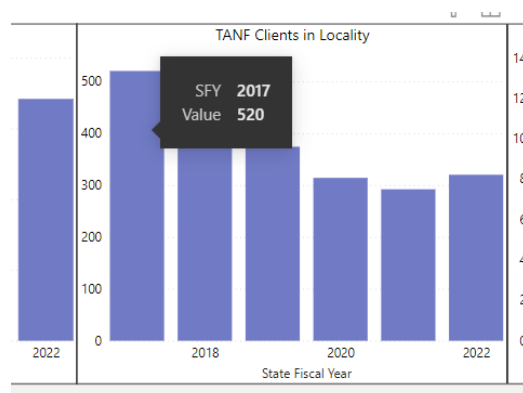
Navigation Tips

Some reports may have more than one page. Use the arrow keys to advance forward or backward.
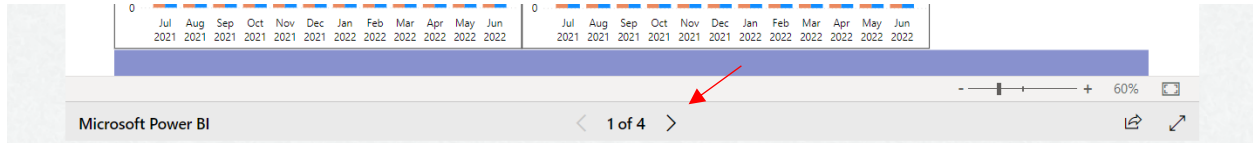
To open in full-screen mode, click the double-arrow on the bottom right side.

To zoom in or out, click on the zoom slider.

To return to the Home Page, click the left-facing arrow. "Home" will appear for you to select.
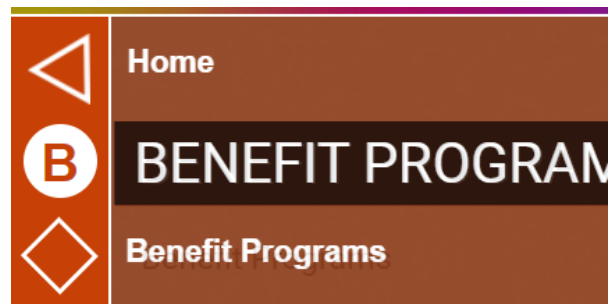
Table View

To show the table view of a particular visual (bar chart, line graph), place your mouse anywhere in the visual and right click. Select the option "Show as a table". So, you go from this:
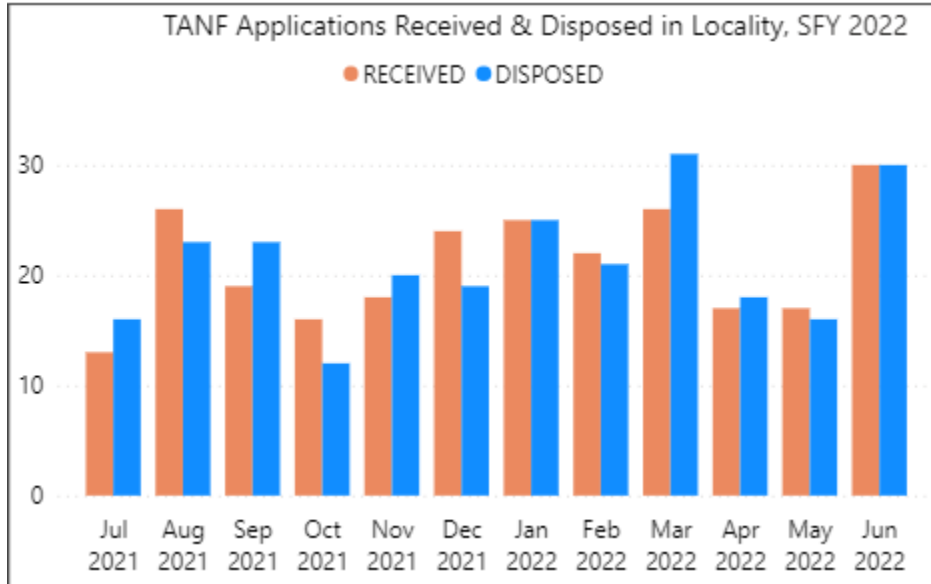
To this:
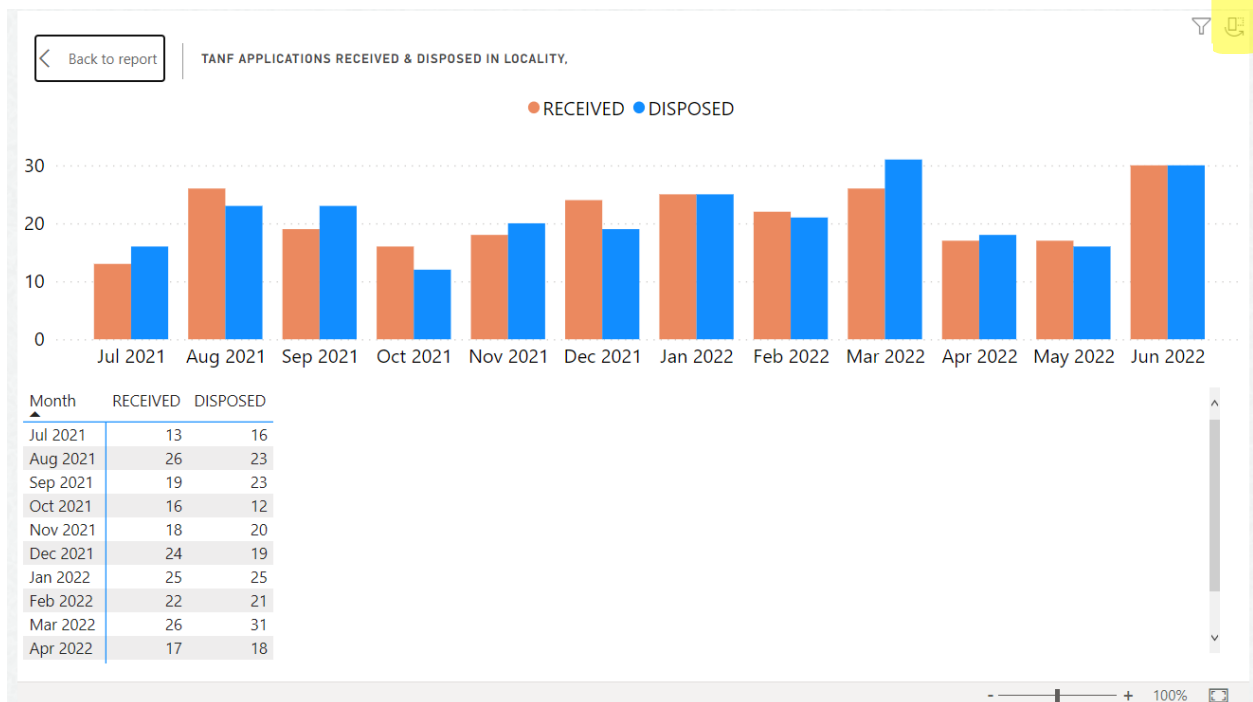
 A table will appear below the graph. Scroll to view table values for May and June 2022.

You can also get a vertical view by clicking the icon ⬚ in the upper right-hand corner.

TANF APPLICATIONS RECEIVED & DISPOSED IN LOCALITY,

Month	RECEIVED	DISPOSED
Jul 2021	13	16
Aug 2021	26	23
Sep 2021	19	23
Oct 2021	16	12
Nov 2021	18	20
Dec 2021	24	19
Jan 2022	25	25
Feb 2022	22	21
Mar 2022	26	31
Apr 2022	17	18
May 2022	17	16
Jun 2022	30	30
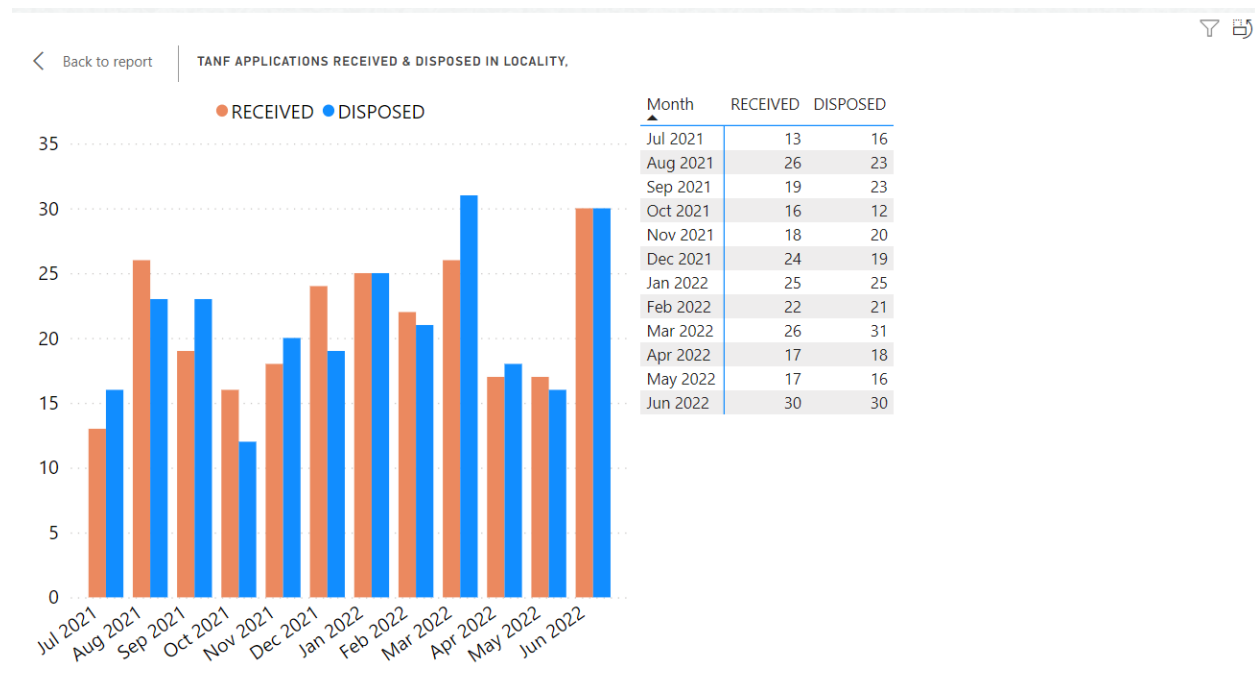
Export/Print Functions

It is Microsoft policy that any Power BI report that is "public-facing" (accessible to anyone) does not have the Print or Export to PDF feature enabled. The Office of Research and Planning is exploring ways to publish the report to a protected workspace within the VDSS Power BI cloud environment that will allow users with permissions to be able to use the Export and Print features. User access will be granted by VDSS Security. ORP will also develop a process for requesting access. Other users who do not need Export/Print features may continue using the public version of the report currently available.

Definitions and Data Sources

ALICE HOUSEHOLDS

> ➤ Number of ALICE Households

Source: United Way of Northern New Jersey, United for ALICE Research Center. "ALICE" stands for "Asset Limited, Income Constrained, Employed" and represents working family households that are making an annual income above the Federal Poverty Level but "struggling" to earn enough to meet basic living needs ("survival budget"). The most recent data available for Virginia is for 2018. The United Way publishes new state data every two to three years. We anticipate 2020/2021 data being released by the United Way either in 2023 or 2024.

POPULATION

> ➤ Population Estimates

Source: University of Virginia Weldon Cooper Center, Demographic Research Group. The Weldon Cooper Center publishes population estimates for Virginia and its counties and independent cities. The estimates were originally obtained from the U.S. Census Bureau. These estimates provide the best approximation of the population count on July 1st of the prior year. "Other race" includes Hawaiians, Pacific Islanders, American Indians, and Alaskan Natives. Hispanic ethnicity and race are not mutually exclusive from each other. Reporting of the year's population estimates usually lag by 12-18 months.

POVERTY

> ➤ Poverty Rate

Source: U.S. Census Bureau, Small Area Income and Poverty Estimates (SAIPE) program. The U.S. Census Bureau produces single-year estimates of median income and number of people living below 100% of the Federal Poverty Level (i.e., poverty rate) for all U.S. states and counties. State and VDSS regional poverty rate estimates are shown for comparison. Reporting of the year's poverty rates usually lag by 12-18 months. Note: These estimates are originally calculated as county-level estimates from the American Community Survey and other sources. Combined local agency estimates are approximate.

UNEMPLOYMENT

> ➤ Unemployment Rate

Source: Virginia Employment Commission, Local Area Unemployment Statistics (LAUS). ORP downloads the latest annual local unemployment rates from the Virginia Employment Commission's Local Area Unemployment Statistics (LAUS) web page each fall. The original

source for employment data is the U.S. Bureau of Labor Statistics (BLS). The BLS performs annual benchmarking in March and April to provide more accurate annual and monthly employment statistics. Consequently, the unemployment numbers for the current reporting year (and possibly previous years) may change after March. We will notify you if there is a revision to the annual unemployment rates in this report.

BENEFIT PROGRAMS

➢ Benefit Applications Received and Disposed

Source: Data Warehouse, Virginia Case Management System (VaCMS) tables. Represents the number of applications received or disposed during the reporting month. The report shows separate counts for TANF, SNAP, Medicaid, and Child Care Subsidy.

➢ Benefit Program Clients Served During Fiscal Year

Source: Data Warehouse, Virginia Case Management System (VaCMS) tables. Represents the unduplicated[1] number of Eligible clients served during the annual reporting period by the specified local agency. The report shows separate counts for clients enrolled in TANF, SNAP and Medical Assistance (aka Medicaid). "Any Benefit" refers to eligible clients enrolled in one or more Benefit program: TANF, SNAP, Medicaid, and Child Care Subsidy Program.

- Individuals linked to the case with a program status of "deemed", "included" or "excluded" are not included in the enrollee count.
- For race, the "Other" categories refers to individuals who reports their primary race as Asian, Hawaiian, Pacific Islanders, American Indians, Alaskan Natives. "Unknown" refers to individuals who have missing race information or invalid values entered in VaCMS.
- Hispanic ethnicity is reported separately from race.
- Because the Child Care Subsidy Program uses a different case numbering system than clients enrolled in other benefit programs, children receiving subsidies are not included in the "All Benefit" count.
- The LDSS Profile Report shows the number of enrollees (families and children) served by the Child Care Subsidy Program. The Power BI report produces family and child counts using data from VaCMS enrollment tables. In previous, Excel versions of the report (2021 and earlier), we used the family and child counts in the Data Warehouse's Child Care Expenditure reports, which were produced using data from payment tables to estimate enrollee counts. For these reasons, the family and child counts between the Excel and Power BI versions will not match. Staff from the Child Care Subsidy Program approved the new method and verified the counts in the Power BI report are valid. **Going forward, disregard the counts in the Excel reports from previous years.**

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[1] If a client moves to a different LDSS during the reporting period, the client will be counted more than once.

➢ Households Receiving Energy Assistance

Source: VDSS, "EAP Program Effectiveness Reports". Represents the unduplicated number of households receiving energy assistance through the three program components: Heating (fuel assistance), Cooling, and Crisis Assistance. The Energy Assistance Program (EAP) operates on a federal fiscal year basis. Cooling assistance applications are accepted in June 15 through August 15, and Heating assistance applications are accepted mid-October through mid-November. Crisis assistance applications are accepted at various times of the year.

BIRTHS

➢ Non-Marital Live Births

Source: Virginia Department of Health, Vital Statistics Program. Vital Statistics tracks the number of live births to women of child-bearing age (15 to 44 years) who were not married at the time. The non-marital birth rate is the percentage of total live births divided by the number of live births associated with unmarried women. Because of the small cell count within certain demographic subgroups and in sparsely populated counties, the state, regional, and local non-marital birth rates shown in the table are calculated using five consecutive years of data combined (e.g., 2017-2021). The values shown in the line graphs are based on a single year of data.

➢ Teen Live Births

Source: Virginia Department of Health, Vital Statistics Program. Vital Statistics tracks the number of live births to female teenagers (10 to 19 years). To provide you a population-based rate, the teen birth rate per 1,000 is the total number of teen live births in the state or local area divided by the number of female teens in the state or local population, then multiplied by 1,000. For instance, the latest (2021) statewide teen birth rate is 6.0 per 1,000 teenage females. Translated, this says that for every 1,000 teenage girls and women, six had a live birth. Because of the small cell count within certain demographic subgroups and in sparsely populated counties, the state, regional, and local teen birth rates shown in the table are calculated using five consecutive years of data combined (e.g., 2017-2021). The values shown in the line graphs are based on a single year of data.

➢ Children Living in Single-Parent Households

Source: U.S. Census Bureau, American Community Survey. Based on five consecutive years of data (e.g., 2017-2021). Represents the number of children 0-17 years who live in a family household headed by a single mother or father, with the other parent not residing in the household. Note: These estimates are originally calculated as county-level estimates from the American Community Survey. Combined local agency estimates are approximate.

HEALTH INSURANCE

Source: U.S. Census Bureau, Small Area Health Insurance Estimates (SAHIE) program. Represents the number of people under age 65 who don't have public or private health insurance coverage. Examining health insurance coverage rates within certain income groups, "FPL" (Federal Poverty Level) is referring to the income-to-poverty ration (e.g., 138% FPL, 200% FPL). Note: These estimates are originally calculated as county-level estimates from the American Community Survey. Combined local agency estimates are approximate.

FAMILY SERVICES

➢ Children in Foster Care

Source: VDSS Data Warehouse, OASIS tables. Represents a point-in-time count of children who were in foster care on the last day of the state fiscal year (June 30). Due to small numbers, counts of youth who are 19+ years is suppressed and shows as "NA".

➢ Children Exited to Adoption

Source: VDSS Data Warehouse, OASIS tables. Represents a 12-month cumulative count of children who exited from foster care to adoption by the end of the state fiscal year (June 30). Due to small numbers, counts of youth who are 19+ years is suppressed and shows as "NA".

➢ Children Receiving Adoption Assistance

Source: VDSS Data Warehouse, OASIS tables. Represents a point-in-time unduplicated count of children who received adoption assistance on the last day of the state fiscal year (June 30).

➢ Children in CPS Referrals

Source: VDSS Data Warehouse, OASIS tables. Represents a 12-month cumulative count of children (unduplicated) who were subjects of CPS referrals by the end of the state fiscal year (June 30). Subjects of unfounded referrals are excluded.

➢ Adults in APS Reports

Source: DARS, PeerPlace. The Adult Protective Services/Adult Services Program resides in the Virginia Department for Aging and Rehabilitative Services. In February 2023, the DARS' public-facing APS Quarterly Local Agency Dashboard summarizes the demographic makeup of adults who are subjects of APS reports. Consequently, starting with SFY 2022, this data will no longer be updated in the LDSS Profile Report. Please visit the DARS APS program website to locate this information.

SOCIAL SERVICES SPENDING

➢ Benefit and Services Expenditures by Source

Source: Division of Finance, LASER Annual Master Financial Statement by Locality report. The report shows locality spending using various funding streams (e.g., federal, state, local) within certain programs. Starting in 2021, Special Funds was added to represent funding federal funds associated with the Coronavirus Aid, Relief, and Economic Security Act (CARES) and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA). These funds are included in the grand total. "NER" are a category of local expenses not eligible for reimbursement.

Administrative, services, and benefit categories are calculated using expenditure data that is associated with certain budget lines (BLs) as follows:

Staff and Operations: Sum of BL 849, 850, 851, 855, and 858; BL 847 (Current Year Staff & Operations - No Local Match Alias) was recently added in 2022. BL 880 (CRRSA - Expanded Eligibility Child Care) was moved to Client Services.

Other (Administrative) Expenses: Sum of BL 000 and 843.

Services Purchased for Clients: Sum of BL 217, 824, 829, 830, 833, 844, 861, 862, 864, 865, 866, 871, 872, 873, 875, 878, 881, 883, 884, 885 ,888, 889, 890, and 895; BL 880, 835, 868, 896, and 898 were added in 2022.

Foster Care/Adoption: Sum of BL 811, 812, 814, 815, 817, 820, and 822. Bl 816, 818, and 823 were added in 2022.

Other Benefits: Sum of BL 804, 807, 808, 813, 819, 848, and 867; BL 810 was added in 2022.

Expenditures for Benefit Programs (Medicaid, FAMIS, SNAP, TANF, Energy Assistance, CSA, and Child Care) are each reported in separate row in the table.

STAFFING

➢ Vacancy Rate

Source: Data Warehouse, Local Employee Tracking System (LETS). The table shows the total number of filled and unfilled positions in the local agency selected, regardless of percent of time assigned. The Percentage of Positions Unfilled (vacancy rate) is calculated by dividing the number of unfilled positions over the total number of positions (filled and unfilled combined). Invalid filled positions and voluntary positions are excluded.

Unlike other sections of the LDSS Profile Report, this information will be updated monthly. The user may select the report month in addition to the calendar year and locality.